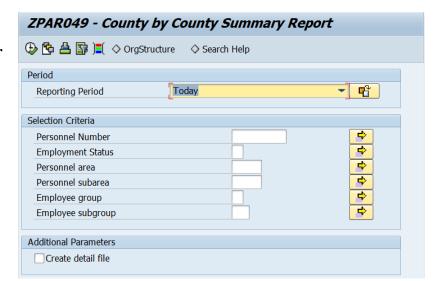


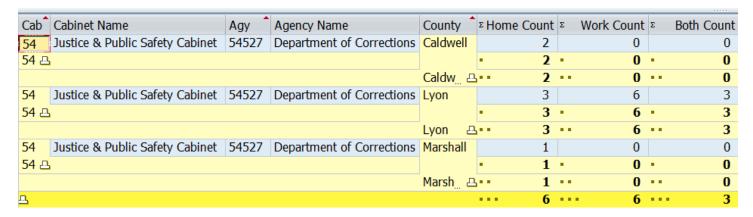
County by County Summary Report – Report Instructions



This report provides a sum of employees by a given organizational unit based on which counties they work and/or live in.

- 1. From the main screen, type transaction code: **ZPAR049**.
- 2. Click the **Enter** button or press **Enter** to continue.
- 3. *Org Structure* Choose the appropriate organizational structure from the selection tree.
- 4. *Reporting Period* Choose a period from the list.
- 5. Click the **Execute** icon or press **F8** to execute the report.
- 6. The report displays.





7. Click the **Back** button or press **F3** to exit the report.